



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

February 17, 2004

RQ-2

Kenneth L. Prickett, Treasurer
Bob Goodlatte for Congress Committee
P.O. Box 292
Roanoke, VA 24002

Response Due Date:
March 18, 2004

Identification Number: C00257956

Reference: Year End Report (10/1/03 -- 12/31/03)

Dear Mr. Prickett:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Line 7 of FEC Form 3Z-1 discloses \$336,723.68 in gross receipts for the Primary Election, and \$20,150 in gross receipts for the General Election. However, information provided on this report and in prior reports discloses additional activity that should be included in this total. Gross receipts should include all the receipts collected by all of the candidate's authorized committees that are designated for the 2004 Primary and General Elections and disclosed on Lines 11, 12, 13, 14, and 15 of the Detailed Summary Page. Please correct this discrepancy and file an amendment to your report. (11 CFR §104.19(b))

-On Schedule B of your report, you have disclosed contributions to a federal candidate, political party committee or other political committee. Commission regulations require that these itemized disbursements include the recipient's full name, complete address, date, amount, purpose, state, office sought (House, Senate, or President), and district (if applicable). Please amend your report to include the full name, state, and district. (11 CFR §§104.3 (b)(4) and 104.9(b))